

Open to Current Judiciary Employees Only

Opening Date:	November 5, 2010	Closing Date:	November 12, 2010
Job Title:	Revenue Collection Application Lead	Position Type:	Regular Full Time
PIN:	TBD	FLSA Status:	Exempt
Location:	Judicial Information Systems Annapolis, Maryland	Grade/Entry Salary:	T14 \$63,312 - \$99,315 (Depending on Qualifications)
Financial Disclosure:	Yes		

Regular State employees subject to promotion/demotion policy

Essential Functions: The position will serve as the primary technical contact for all software implementation and support activities for cashiering, local revenue accounting and electronic payment systems. This position will be responsible for analyzing, defining, documenting, configuring and maintaining how business processes are implemented using these new systems. Position will analyze and document how the transition from the existing to the new systems will take place and the level of communication required between the old and new systems to provide business continuity. Position performs system administration and configuration in support of system implementation, change requests and ongoing maintenance. Position manages testing efforts for new system and subsequent new software changes or releases to ensure all required functions and performance are delivered. Position coordinates and manages JIS and vendor resources for the efficient operation of the systems, implementation of new software releases and problem resolution. Categorizes, prioritizes and resolves software application issues. Coordinates the necessary resources to solve application performance, security and stability issues. Gathers and prioritizes user enhancement requests and associated resource and budget needs. Provides input for budget and resource planning and help manage expenditures against approved budgets.

Education: Bachelor's Degree from an accredited college or university in Computer Science, Management Information Systems, or other information technology field.

Experience: Five years of related experience to include system development processes, system configuration, system implementation, data conversion, and system support.

Note: Additional work experience as specified above may be substituted for the education requirement on a year for year basis for up to four years of the required education.

Skills/Abilities: Knowledge of systems development life cycle, systems implementation and systems operation. Knowledge of data interface processes. Understanding and knowledge in areas of software requirements and software testing. Ability to create accurate and understandable system documentation required to convey complex technical concepts to both non-technical and technical audiences. Ability to design custom processes and solutions to address specific situations. Knowledge of project management principles. Ability to effectively communicate with mid to senior level management both in oral and written form. Ability to effectively work as a member of a group, organization, team or committee. Ability to work under general direction and supervision. Ability to produce effective results through establishing effective working relationships. Strong oral and written communication skills, planning skills, problem solving skills and change management skills. Possess sound decision making ability, operate well under pressure and be tenacious in resolving difficult problems. Ability to perform all essential functions of the position.

Please submit a Maryland Judiciary employment application (unsigned applications will not be accepted) or resume and cover letter stating position title. Materials must be received at the address below by 4:30 p.m. on the closing date. The Human Resources Department does not accept faxes and will not be responsible for applications or resumes sent to any other address.

**Maryland Judiciary
 Human Resources Department
 580 Taylor Ave., Bldg. A-1
 Annapolis, MD 21401
 Email: jobs@mdcourts.gov (Zip files not accepted)**

The Maryland Judiciary is a drug free workplace and an equal opportunity employer, committed to diversity in the workplace. We do not discriminate on the basis of race, religion, color, sex, age, sexual orientation, national origin or disability. Applicants who need accommodation for an interview should request this in advance. The candidate selected for this position will be subject to a background check. Employees must be United States citizens or eligible to work in the United States.